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LEGISLATIVE SUPPLEMENT

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PART III
GOVERNMENT OF PUNJAB
DEPARTMENT OF LOCAL GOVERNMENT
(Establishment Branch)

NOTIFICATION

The 17th September, 2020

No. G.S.R. 73/Const./Art.309/Amd.(1)/2020.- In exercise of the powers conferred by the proviso to Article 309 of Constitution of India, and all other powers enabling him in this behalf, the Governor of Punjab is pleased to make the following rules further to amend the Punjab Local Government (Group A) Service Rules 2001, namely :--

RULES

1. (1) These rules may be called the Punjab Local Government (Group A) Service (First Amendment) Rules, 2020.
(2) They shall come into force on and with effect from the date of their publication in the Official Gazette.
2. In the Punjab Local Government (Group A) Service Rules, 2001, in Appendix 'B', under column 4, -
 - (i) in serial No. 1, for the words "three years" and "five years", the words "two years" and "four years" shall, respectively, be substituted ;
 - (ii) in serial No. 3, for the words "three years" and "five years", the words "two years" and "four years" shall, respectively, be substituted ; and
 - (iii) in serial No. 4, for the words "ten years", the words "seven years" shall be substituted.

SATISH CHANDRA,
Special Chief Secretary to Government of Punjab,
Department of Local Government.

PART III
GOVERNMENT OF PUNJAB
DEPARTMENT OF LOCAL GOVERNMENT
(Establishment Branch)

NOTIFICATION

The 17th September, 2020

No. G.S.R. 74/Const./Art.309/Amd.(1)/2020.- In exercise of the powers conferred by the proviso to Article 309 of Constitution of India, and all other powers enabling him in this behalf, the Governor of Punjab is pleased to make the following rules further to amend the Punjab Local Government (Group B), Service Rules, 2001, namely :-

RULES

1. (1) These rules may be called the Punjab Local Government (Group B) Service (First Amendment) Rules, 2020.
(2) They shall come into force on and with effect from the date of their publication in the Official Gazette.
2. In the Punjab Local Government (Group B) Service Rules, 2001, for Appendix 'B', the following Appendix shall be substituted, namely:-

"APPENDIX 'B'

(See rule 5)

Serial No.	Designation of the post	Percentage for appointment by		Method, experience and qualification for appointment by promotion		Remarks
		Promotion	Direct appointment	Promotion	Direct appointment	
1	2	3	4	5	6	7
1.	Law officer	Fifty per cent	Fifty per cent	By promotion of Legal Assistant who has an experience of working as such for a minimum period of four years or has experience of working as Legal Assistant and Senior Assistant who is Law Graduate of a recognised university or institution taken together for a minimum period of seven years.	Should be a Law Graduate of a recognised university or institution and should have an experience at the Bar for a minimum period of five years.	

2.	Superintendent -ent Garde II	Hundred per cent	--	From amongst the senior Assistants working under the control of the Director, who have an experience of working as such for a minimum period of four years.	
3.	Section Officer	--	--	--	By deputation from the Department of Finance, Government of Punjab.
4.	Legal Assistant	Seventy-five per cent	Twenty-five per cent	From amongst the Senior Assistants working under the control of Director and who are law Graduates of recognised university or institution and who have an experience of working as such for a minimum period of two years.	Should be a Law graduate from a recognised university or institution and should have an experience at the Bar for a minimum period of two years.
5.	Personal Assistant	Hundred per cent	--	From amongst the Senior Scale Stenographers working under the control of the Director, and who have an experience of working as such for a minimum period of four years.	

6.	Senior Assistant	Hundred per cent	—	From amongst the Clerks/Ahlmed who have an experience of working as such for a minimum period of four years.
7.	Senior Scale Stenographer	Hundred per cent	—	<p>(i) From amongst the Junior Scale Stenographers, who have an experience of working as such for a minimum period of one year:</p> <p style="padding-left: 40px;">Provided that if the Junior Scale Stenographer is not available then from amongst the Steno- typists, who have an experience of working as such for a minimum period of four years and</p> <p>(ii) Qualifies in Stenography test in four paras (two in Punjabi and two in English language) containing 250 words each as follow:-</p> <p style="padding-left: 40px;">(a) the passage in Punjabi shall be dictated at a speed of 100 words per minute in Punjabi language required to be transcribed (at typewriter/ computer) at a speed of 20 words per minutes ;</p>

(b) the passage in
English shall be
dictated at a speed of
60 words per
minutes in English
language required to
be transcribed (at
typewriter /
computer) at a speed
of 12 words per
minute ; and

(iii) the candidates
committing not more
than 4% mistakes in
aggregate and only if
he/she qualifies the
stenography test in
both the languages
shall be considered to
have qualified the test
for promotion as
Senior Scale
Stenographer."

SATISH CHANDRA ,
Special Chief Secretary to Government of Punjab,
Department of Local Government.

PART III
GOVERNMENT OF PUNJAB
DEPARTMENT OF LOCAL GOVERNMENT
(Establishment Branch)

NOTIFICATION

The 17th September, 2020

No. G.S.R. 75/Const./Art.309/Amd.(1)/2020.- In exercise of the powers conferred by the proviso to Article 309 of Constitution of India, and all other powers enabling him in this behalf, the Governor of Punjab is pleased to make the following rules further to amend the Punjab Local Government (Group C) Service Rules, 2001, namely :--

RULES

1. (1) These rules may be called the Punjab Local Government (Group C) Service (First Amendment) Rules, 2020.
- (2) They shall come into force on and with effect from the date of their publication in the Official Gazette.
2. In the Punjab Local Government (Group C) Service Rules, 2001, for appendix 'B' the following Appendix shall be substituted, namely:-

"APPENDIX 'B'

(See rules 5)

Serial No.	Designation of the post	Percentage for appointment by		Method, experience and qualification for appointment by promotion		Remarks
		Promotion	Direct appointment	Promotion	Direct appointment	
1	2	3	4	5	6	7
1.	Junior Scale Steno-grapher	Seventy-five per cent	Twenty-five per cent	From amongst the Steno-typists, who have an experience of working as such for a minimum period of three years and should have qualified a test in stenography both in Punjabi and English languages to be held by the appointing authority at such speed as is	No person shall be given direct appointment to the post of Junior Scale Stenographer under the Punjab Government, unless he,- (a) possesses Bachelor's Degree from a recognized university or institution; and (b) qualifies a test in Punjabi Stenography to be held by the Board or	-

specified by the
Punjab Government
from time to time.

by the appointing authority
at a speed specified by
the Government from
time to time; and

(c) possesses at least one
hundred and twenty hours
course with hands on
experience in the use of
personal Computer or
Information Technology
in office Productivity
applications or Desktop
Publishing applications
from a Government
recognized institution or a
reputed institution, which
is ISO 9001 certified

OR

Possesses a Computer
information Technology
Course equivalent to 'O'
level certificate of
Department of Electronics
Accreditation of Computer
Course (DOEACC) of
Government of India.

2	Kanungos	-	-	-	-	By transfer from amongst the Kanungos working in the Department of Revenue and Rehabilita- tion.
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3	Steno- typist	Twenty- five per cent	Seventy- five per cent	From amongst the Clerks who have an experience of working as such for a minimum period of one year and who qualify a test in stenography in Punjabi language to be held by the appointing authority at such speed as is specified by the Punjab Government from time to time.	No person shall be given direct appointment to the post of Steno-typist under the Punjab government, unless he,- (a) possesses Bachelor's Degree from a recognized university or institution ; and (b) qualifies a test in Punjabi Stenography to be held by the Board or by the appointing authority at a speed specified by the Government from time to time; and (c) possesses at least one hundred and twenty hours course with hands on experience in the use of personal Computer or Information Technology in office Productivity applications or Desktop Publishing applications from a Government recognized institution or a reputed institution, which is ISO 9001 certified OR Possesses a Computer information Technology Course equivalent to 'O' level certificate of Department of Electronics Accreditation of Computer Course (DOEACC) of Government of India.	-
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4	Clerk/ Ahimad	Fifteen per cent	Eighty- five percent	From amongst Group 'D' employees working under the control of the Director, who are Matriculate from a recognised university or institution and who have an experience of working as such for a minimum period of four years and who qualify a test in Punjab typewriting to be held by the appointing authority at such speed as is specified by the Punjab Government from time to time.	(i) Should have passed Matriculation Examination in Second Division or Senior Secondary Part-II Examination from a recognised university or institution; and (ii) Should have passed a test in Punjabi typewriting to be held by the Board or by the appointing authority at such speed as is specified by the Punjab Government from time to time.	-
5	Restorer	Hundred per cent	--	From amongst Group 'D' employees working under the control of the Director, and who have an experience of working as such on either or more of these posts for a minimum period of two years.		-
6	Driver	Twenty per cent	Eighty per cent	From amongst Group 'D' employees working under control of the Director, and who have an experience of working as such	Should be Middle passed with Punjabi language and should possess a licence for driving a Car or Jeep and should have an experience of driving car or jeep for a	-

on either or more of minimum period of five
these posts for a years and should qualify
minimum period of driving test to be held by
two years and should the Board or the
have a licence for appointing authority, as
Driving a car or jeep. case may be.”

SATISH CHANDRA ,
Special Chief Secretary to Government of Punjab,
Department of Local Government.